

Your ref:
Our ref: 20/02047/F
Please ask for: Mrs Lesley Raby
Direct dial: 01553 616818
Direct fax: 01553 616652
E-mail: borough.planning@west-norfolk.gov.uk

David Morris
Cuckstool Cottage
Cuckstool Lane
Castle Acre
Norfolk
PE32 2AH

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

17 December 2020

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Replacement of deteriorating timber framed asbestos garage/workshop with timber cabin/studio on existing concrete foundation. at Cuckstool Cottage Cuckstool Lane Castle Acre Norfolk PE32 2AH**

I have received a planning application as detailed above but cannot process it until I receive some more information:

1. As the property lies within an area at risk to flooding, please complete the simplified Matrix and return it. The Matrix can be found at https://www.west-norfolk.gov.uk/info/20173/information_for_planning_agents/231/flood_risk_information
2. Please confirm, in writing, that finished floor levels will match existing finished floor levels.
3. In accordance with the National Validation Checklist, which became mandatory on 6 May 2008, we will require information regarding site levels. If site levels are to change, please provide four copies of a site survey drawing, alternatively, if site levels are to remain unchanged, this can be annotated on the relevant plan or advised in writing.
4. The plans submitted are not to the scales shown on the plan. Please submit the full plans again at the correct scales and include a roof plan of the new building.


Once this information is received your application will become valid and the application can be passed to the relevant planning officer.

To enable us to deal with the additional information requested efficiently could you please ensure you quote the Application Number detailed at the top of this letter along with the name of the officer detailed on this letter. Could you also clearly state the location and details of the proposed development in all correspondence and **mark it for the attention of Mrs Lesley Raby**

Yours faithfully

King's Court, Chapel Street, King's Lynn, Norfolk PE30 1EX
Tel: (01553) 616200
DX 57825 KING'S LYNN

Chief Executive – Lorraine Gore



Executive Director
Environment and Planning

